

**U. S. Department of Energy
Facilities Information Management System
Request for Change
Change Request #: 15-15**

Requestor Name:	Monja Vadnais	Date:	9/1/15	Affiliation:	
Email Address:	Monja.vadnais@hq.doe.gov	Phone No:	202.586.6199	DOE	X
Program Office:	Office of Management (MA-1)	Office of Asset Management (MA-50)	Contractor		
Proposed Change:	<p>Request a new data element – “RTF Tag” – or similar name</p> <p>The data element would be system populated based on the usage codes assigned in the FY2015 snapshot for buildings and trailers.</p> <ul style="list-style-type: none"> • Usage code 101 = “Offices” • Usage codes in the 400 series = “Warehouse” • All other Usage Codes would remain blank <p>Applicable to FRPP submitted data and GSA Occupancy Agreements. Element to be System locked.</p> <p>*RTF = Reduce the Footprint</p>				
Justification:	<ul style="list-style-type: none"> • Assist in creating the RTF 2015 baseline for Offices and Warehouses • Tags assets originally in the baseline even if usage changed in the outyears. • Identifies assets that converted from other usage codes to office or warehouse in the outyears. • For analysis of footprint growth/reduction for offices and warehouses • Verify GSA’s analysis and data 				
Please Do Not Type Below This Line					
FAC Remarks:	09/23/2015 - FAC Recommended				
OAPM Remarks:					
FDDC Remarks:	10/30/2015 – FDDC Approved				
Implemented:	11/16/2015 – Implemented into v2.26				